

Undergraduate Student Orientation

East Grampians Health Service

Before you start your placement

Procedures to be completed before commencing

1. Book accommodation if required – see Page 3 for details
2. You will be required to bring the following to Orientation Day:
 - appropriate identification (preferably not on a lanyard)
 - **CURRENT (2017)** Police check **and** Working With Children check
 - documented evidence of up-to-date immunisation status and this is to include:
MMR, dTpa, varicella, hepatitis B, influenza (annual vaccination) and poliomyelitis.
Tuberculosis (TB) – TB screening required if: born in a country with a high incidence of TB, or has resided for a cumulative time of 3 months or longer in a country with a high incidence of TB or has cared for someone who is TB positive.
 - clinical learning objectives
 - **evidence of completion of online student orientation**
 - Nursing Students – a copy of a drug reference book as prescribed by your University (Note: MIMS is not adequate)

On the first day of your placement, you will attend an orientation day commencing at **0900am**. This information includes Basic Life Support, Manual Handling, Infection Control and other topics to assist you whilst on placement at East Grampians Health Service (EGHS). You will also be oriented to the work environment you will be working in whilst on placement.

Please report to the reception area at the front of the Ararat Hospital located in Girdlestone Street at **0850am.** Reception staff will contact the Education Centre to collect you from this point.

Hours of work

The hours of work may vary depending on the location of your placement. These hours are included on your roster. In general work hours are:

- AM shift 0700 – 1530hrs
- PM shift 1300 – 2130hrs
- Night shift 2100 – 0730hrs
- Allied Health 0830 – 1700hrs
- Tea breaks are 15 minutes
- Lunch is 30 minutes

Parking

Car parking is available onsite at EGHS. Parking is free of cost and located at entry to Lowe Street complex (entry off Basham Street). For students attending placement at the Community Centre of Health there is a carpark off Queen Street beside the student accommodation. This carpark can also be utilised by students staying in the Queen Street accommodation.

Accommodation

Hospital Based accommodation

Accommodation is available for students working placements whose homes are elsewhere. **If you require accommodation please book as soon as you are advised of your placement.**

Where is it located?

At 83 & 85 Queen Street, Ararat. This is on the corner of Lowe Street, located on the North Eastern corner of the hospital complex, behind Garden View Court.

Please note: visitors are not permitted at the accommodation and parking on grassed areas is prohibited.

Facilities

- A total of 10 secured shared bedrooms
- Comfortable living room with television and heating
- Fully functional kitchen for self-catering (kettle, toaster, crockery, cutlery, cooking utensils etc. included)
- Toilet paper
- Tea towels
- There is wireless internet access available. Contact your University for Eduroam user name and details. Students are also welcome to utilise the Student Resource Room in Pyrenees House, East Grampians Health Service.

Accommodation for Dental Students is also available at 10 Wilson Street Ararat.

What Do I Need to Bring?

- All personal items
- Bed linen (single bed) – mattress protector, sheets, blankets/doona, pillow
- Bath towel, bath mat
- Food

The Grampians can be quite cold in winter and weather can be unpredictable at other times of the year, so make sure you bring plenty of warm clothing/bedding.

Cleaning

The facilities common areas will be cleaned weekly (Friday) but please keep premises in a clean and tidy condition during your stay. Please wash and put away dishes **promptly** after use and clean bedroom as required/prior to departing.

Cost \$/week

Nil cost to students. To enable this to continue please assist by turning off lights, heating/cooling when not required or on leaving the premise and report any maintenance issues immediately.

How to Book Accommodation/Further Information

Contact Greater Green Triangle University Department of Rural Health

www.greaterhealth.org to book online

studentofficer@greaterhealth.org

Telephone: 5551 8440 0409 948 626

An Accommodation Agreement is to be completed and signed prior to placement.

Alternate student accommodation

Contact **Ararat and Grampians Visitor Information Centre:**

Phone Freecall: 1800 657 158 Fax: (03) 53550280

E-mail: tourinfo@ararat.vic.gov.au High Street, Ararat (at the V/Line complex)

Additional support

When you commence your placement you have many support people around you, including your Clinical Teacher/Supervisor, Unit Manager and your university contact person. It is important to use these resources to assist you as required.

Contact Numbers for Clinical Placement

Clinical Area	Phone Number	Clinical Area	Phone Number
Inpatient Unit (IPU)	5352 9321	Garden View Court (GVC)	5352 9324
Perioperative Unit (POU)	5352 9335	Willaura Hospital	5354 1600
Community Nursing (CN)	5352 9328	Primary Care	5352 9327
70 Lowe Street	5352 9323	Clinical Teacher (Nursing)	5352 9589
Ararat Medical Centre	5352 2311	Radiology	5352 9325

General Reminders/Housekeeping

- ID to be worn at all times. Please also remember to verbally introduce yourself to patients
- Ensure you dress professionally (as per university protocol) with suitable footwear
- No jewellery, nail polish, wrist watches
- Patient confidentiality to be practised at all times
- No patient information (including files and or handover sheets) are to be removed from your assigned work area
- Use only approved abbreviations in the medical records. Ask your Clinical Teacher/NUM for details
- Use black ball point pen only in file notes
- Supervising clinician must co-sign students' notes. You need to indicate when signing your notes that you are a student, by writing "student" and name of attending university in brackets next to your name.
- Observe No Lift policy at EGHS for manual handling
- Observe EGHS infection control policies including hand hygiene and correct disposal of waste
- Be prompt for commencement of shifts
- If you are running late for a shift notify appropriate Unit Manager/Clinical Teacher or Clinical Supervisor
- Notify both Clinical Teacher or Clinical Supervisor and University of any absence
- Undertake clinical tasks within relevant scope of practice and education received.

Education Centre

The Education Centre is located in Pyrenees House at the front of the hospital. The Education Manager, Clinical Support Nurse, Clinical Teacher and Pyrenees House Coordinator are housed in this building. Your orientation day will be held here.

This building is also used for internal and external education sessions, student debriefings, and clinical education sessions. The Education Centre has two computers in the Student Resource Room which are available for student use. This includes free internet access. Please bring a USB stick as there are no printing facilities.

Café Pyrenees

Café Pyrenees is located on the East side of the hospital to the rear of Pyrenees House. It is open to staff, patients, visitors and the public Monday to Friday from 0830 hours to 1600 hours. The Cafe provides tea and coffee free for students and offers reasonably priced hot and cold food such as sandwiches, rolls, casseroles, roast meals, desserts, yoghurt, fruit, flavoured milk, juices and cappuccino's etc.

Smoking

East Grampians Health Service is a designated “**smoke free**” facility, and thus there is a **strict no smoking policy** on the hospital grounds, including carparks and student accommodation.

Don't be afraid to ask for help

If you ever require extra information concerning your placement, do not be afraid to ask your Nurse Buddy, Clinical Teacher or Clinical Supervisor, Unit Manager, Receptionist etc. We are all here to help make your clinical placement as enjoyable as we can.

Additional Financial Support

There are various organisations providing financial assistance to health professional students completing a regional or rural placement. An example is the Student Support Scheme at: goingruralhealth.com.au

<http://goingruralhealth.com.au/student-information/student-support-scheme/>

Your university may also be able to offer assistance.

Things to do in Ararat during your stay

Local region: (walking distance)

Gum San Chinese Heritage Centre 31-33 Lambert Street (Western Highway) Ararat Ph: 5352 1078 www.gumsan.com.au	Astor Cinema 250 Barkly Street Ararat Ph: 5352 2616 www.ausaf.com.au
J-Ward – For the criminally insane Girdlestone Street – Ararat (grey stone building opposite Ararat Hospital) Ph: 5352 3357 for further information regarding tours	Ararat Fitness Centre (Indoor pool & gym etc.) High Street, Ararat Ph: 5352 1064

For those with transport:

Halls Gap Zoo 4061 Halls Gap- Ararat Road Halls Gap Ph. 5356 4668 www.hallsgapzoo.com.au	Grampians Horse Riding Adventures 430 Schmidt's Road Brimpaen (near Horsham) Ph. 5383 9255 www.grampianshorseriding.com.au
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For those who are hungry:

Sicilians Café & Restaurant 102 Barkly Street, Ararat Ph. 5352 2627	Blue Duck Bistro & Bar 257 Barkly Street Ararat Ph. 5352 1177
Kings Choice Indian Restaurant 202-204 Barkly Street, Ararat Ph. 5352 2019	Ararat RSL 74 – 76 High Street Ararat Ph. 5352 2794
Statesman Motor Inn Chinese Restaurant 79 Lambert Street, Ararat Ph: 5352 4111	Ararat Noodle Bar 155 Barkly Street, Ararat Ph: 5352 3978
Pizza Pro- Fresh- Nals 58 Barkly Street, Ararat Ph: 5352 2277	Domino's Pizza Safeway Complex – Shop 3 / 1 Ingor Street Ph. 5352 2611
Aroi Thai Restaurant 234 -236 Barkly Street, Ararat Ph: 53523060	Nguyen Chinese Take-Away 120 Barkly Street, Ararat Ph: 5352 5888 (Cash only)
Taste of Peking Chinese Restaurant 157 Barkly Street, Ararat Ph: 53525886	Chalambar Golf Club Golf Links Road, Ararat Ph: 5352 4297 (Wed. to Sat. & Sun. lunch)

At the end of your placement

Please complete the online EGHS Student survey

<http://eghs.net.au/education/student-evaluation-survey>

If you have stayed in EGHS accommodation please leave your room clean and take all your possessions with you. Remove all of your food/drink items from cupboards and refrigerator. Swipe card is to be personally returned and 'signed in' at Urgent Care Centre. Failure to return swipe card may result in a charge to you.